

05-25.txt

RAAUZYUW RUDIDFE0002 1021432-UUUU--RHMCSUU.

ZNR UUUUU

R 121432Z APR 05 ZYB

FM DFAS INDIANAPOLIS IN//ADIP//

TO AIG 4579

INFO DFAS INDIANAPOLIS IN//ADIP//

BT

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MSGID/GENADMIN/DFAS-ADIP//

SUBJ/ADVANCES FOR TRAVEL (ACCTG POL IMPL MSG 05-25 AND TTM 05-06)

A. DFAS MANUAL 37-100-05, CHAPTER 2F-SDN.

1. USE AN EOR FROM THE 41 SERIES (GRANTS, SUBSIDIES, CONTRIBUTIONS AND ADVANCES) FOR TRAVEL ADVANCES.

2. WHEN THE ADVANCE IS CLEARED, THE CLEARANCE TRANSACTION MUST INCLUDE THE SAME EOR USED FOR THE ADVANCE.

3. WHEN THERE IS MORE THAN ONE LINE OF ACCOUNTING FOR THE ADVANCE (E.G., ADVANCE FOR MEMBER PCS TRAVEL AND ADVANCE FOR FAMILY MEMBER TRAVEL), THERE MUST BE A CLEARANCE TRANSACTION FOR EACH LINE OF ACCOUNTING.

4. IF THE ADVANCE IS NOT CLEARED WITHIN TIMEFRAMES ESTABLISHED IN THE DODFMR, VOLUME 9, CLEAR THE ADVANCE AND ESTABLISH A REFUND RECEIVABLE IN EOR 4610 (ACCOUNTS RECEIVABLE-TRAVEL RELATED).

5. POCS:

A. DFAS-IN ACCOUNTING PROCEDURES, 317-510-3272.

B. DFAS-IN TRAVEL PAY PROCEDURES, MANAGEMENT AND PROCEDURES BRANCH, 317-510-5372.//

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